

MUNICIPALITY OF GINATILAN  
Standard Form Number SF-GOODS-58  
Revised on: May 24, 2004  
Standard Form Title: **Purchase Order**

Project Reference Number: 2024 - 04  
Name of Project: Procurement of Other Suppli  
& Materials  
Location of Project: Ginatilan, Cebu

### PURCHASE ORDER

Municipality of Ginatilan  
Procuring Entity

Supplier: Edna L. Inso Gen. Merchandise / Edna Sari-Sari Store  
Address: Poblacion I, Malabuyoc, Cebu  
E-mail Address: \_\_\_\_\_  
Telephone No. \_\_\_\_\_  
TIN \_\_\_\_\_

P.O. No.: 100 - 24 - 02 - 026  
Date: 02 - 14 - 24  
Mode of Procurement: \_\_\_\_\_

Gentlemen:

Please furnish this office the following articles subject to the terms and conditions contained herein :

Place of Delivery: LGU - GINATILAN, CEBU  
Date of Delivery: \_\_\_\_\_

Delivery Term: \_\_\_\_\_  
Payment Term: \_\_\_\_\_

STOCK	UNIT	ITEM DESCRIPTION	QTY.	UNIT COST	TOTAL COST
		Other Supplies			
1	pcs	Bouquet	18	2,000.00	36,000.00
2	pcs	Crown	3	2,000.00	6,000.00
3	pcs	Trophy	3	1,500.00	4,500.00
4	pcs	Sash	20	837.00	16,740.00
5	set	Token for Judges	8	1,000.00	8,000.00
6	pcs	Costume for Production Number	9	1,000.00	9,000.00
7	pcs	Gowns for Former Queens	3	2,000.00	6,000.00
8	lumpsum	Décor (Materials for Stage, Float & Arc / Street Decoration	1	825,646.00	825,646.00
<b>TOTAL</b>					<b>911,886.00</b>

AMOUNT IN WORDS: Nine Hundred Eleven Thousand Eight Hundred Eighty-Six Pesos

In case of failure to make full delivery within the time specified above, a penalty of one tenth (1/10) of one (1) percent for every day of delay shall be imposed.

Very truly yours,

  
ROY VINCENT P. SINGCO  
Municipal Mayor

Conforme:

EDNA L. INSO

Signature over Printed Name of Supplier

Date: